

CIO Council Meeting Minutes

– April 25, 2002 –

The April meeting was held at the IPERS building.

1. **Welcome and Introductions** – Leon Schwartz welcomed everyone to the meeting and asked everyone to introduce themselves.
2. **ICN Update** – Mike Bacino reported that they have started interviewing agencies to determine wireless needs for the RFI that will be coming out soon. Mike also discussed a survey that ICN recently put out. The discussion and graphs are attached for reference.
3. **ITD Update** – Rich Varn said they are still having sessions on the IT Charters to update interested parties on the Progress. He said the biggest issue is making sure agency concerns are represented. He also mentioned that ITD will bring in Gerry Wethington, Chief Information Officer State of Missouri, vice chair of NASCIO (<https://www.nascio.org/>), and chair of the NASCIO Architecture Committee, in late May or June to discuss IT architecture in Iowa.

Debbie O'Leary is still looking for comments on the inventory of servers for the Server Charter.

Lorrie Tritch said that a mainframe survey on legacy systems would be coming out to agencies in the near future.

Rich Varn said they are working on issuing smart card style security cards for state employees that could be used for door readers, parking lots, and logging into networks. Kip Peters is putting a committee together to discuss security issues. This endeavor was not funded by the legislature, as most IT request weren't. Rich said there would be no additional rate changes by ITD other than the 7½% previously announced.

4. **IT Audits** – Erwin Erickson, from the auditor's office explained the need to audit IT systems in order to comply with AICPA standards. The auditor's office will continue to address audit control issues as they have in the past. However, they will be working with ITD's Enterprise Quality Assurance Office to perform audits on the mainframe processes. He also said servers will be looked at in the near future. An e-mail addressing IT audits is attached.
5. **ROI Process** – Paul Carlson handed out a sheet that showed the FY04 timelines for ROI's. He also handed out a draft of the ROI application. The draft is attached for reference. He asked that any comments be returned to him within a week. Rich Varn mentioned that 2/3's of the states, 2 federal agencies, and 2 accounting firms were "borrowing" Iowa's application process. Leon Schwartz requested the council to use the opportunity to rank ROI's when they become available in August.
6. **ITD Charter Update** – Debbie O'Leary reported that the initial business case for tier services should be done by 5/24. She is still looking for volunteers for working groups. The tasks required must be completed by 6/14.
7. **ITD Procurement** – Jim Day stated that the new rules governing IT procurement went into effect 4/24. He requested that everyone get ITD involved early in the procurement process to help keep the process running smoothly. He mentioned that there would be several "Lunch and Learns" presented to help everyone with this process. A schedule is attached for these presentations.

You can see the list of exemptions from IT approval that Jim handed out at:

http://www.iowaccess.org/government/its/Contracts_Purchasing/exemptions1.htm.

The current exemptions are listed at:

http://www.iowaccess.org/government/its/Contracts_Purchasing/exemptions.htm.

Jim mentioned that there are currently 34 contractors approved for "Invitations to Qualify" for IT services.

8. **PKI** – Ken Adrian gave an update on PKI. He said that the first certs should be completed within 7 weeks. E-mail and Jet Forms are the initial PKI projects. Ken reminded everyone that, as per 554D, of the Iowa Code, (Uniform Electronic Transactions Act), the use of electronic records and signatures are required by 7/03, if not specifically exempted by the Department of Management.

Attendees of the 4/25/02 CIO Council Meeting

CIO Council Members Present

<u>Last Name</u>	<u>First Name</u>	<u>Department</u>	<u>Phone</u>	<u>Email address</u>
Bacino	Mike	ICN	725-4600	mike.bacino@icn.state.ia.us
Deaton	Marty	COM - Admin.	281-7364	marty.deaton@comm1.state.ia.us
Erickson	Erwin	Auditor's office	281-6417	erwin.erickson@auditor.state.ia.us
Fay	Greg	DPH	281-6601	gfay@health.state.ia.us
Gast	Steven	DOT	239-1640	steven.gast@dot.state.ia.us
Grund	Larry	DPS	281-8419	grund@dps.state.ia.us
Jacobs	Richard	IDRF	281-7514	richard.jacobs@idrf.state.ia.us
Messer	Adam	CASC	242-3355	adam.messer@csac.state.ia.us
Mosena	Steve	DHS	281-8708	smosena@dhs.state.ia.us
Naples	JoAnn	DNR	281-4076	joann.naples@dnr.state.ia.us
Nicoll	Steve	DVRS	281-4141	snicoll@dvr.state.ia.us
Noland	Julie	IFA	281-4000	julie.noland@ifa.state.ia.us
Pothast	Ron	ICRC	281-4473	ron.pothast@icrc.state.ia.us
Quinn	Lesa	DPD	252-4601	lesa.quinn@dpd.state.ia.us
Schwartz	Leon	IPERS	281-0060	leon.schwartz@idop.state.ia.us
Tack	Lee	ED	281-5293	lee.tack@ed.state.ia.us
Vandewall	Kevin	DOC	242-5720	kevin.vandewall@doc.state.ia.us
Vargason	Jeffrey	IDED	242-4835	jeffrey.vargason@ided.state.ia.us

Others Present

<u>Last Name</u>	<u>First Name</u>	<u>Department</u>	<u>Phone</u>	<u>Email address</u>
Adrian	Ken	ITD	725-0367	ken.adrian@itd.state.ia.us
Altman	Steven	National Guard	252-4357	steve.altman@ia.ngb.army.mil
Combs	Dan	ITD	725-0293	dan.combs@itd.state.ia.us
Day	Jim	ITD	725-0366	jim.day@itd.state.ia.us
Levy	Charles	ICVA	242-5362	chuck.levy@icva.state.ia.us
O'Leary	Debbie	ITD	725-0363	debbie.oleary@itd.state.ia.us
Palm	Steve	ICN	725-4650	steve.palm@icn.state.ia.us
Peters	Judy	IWD	281-3153	judy.peters@iwd.state.ia.us

Others Present

<u>Last Name</u>	<u>First Name</u>	<u>Department</u>	<u>Phone</u>	<u>Email address</u>
Reid	Jerry	COM - UTIL	281-3903	jerry.reid@iub.state.ia.us
Roeder-Grubb	Laura	Human Rights/CJJP	242-5042	laura.roeder@cjjp.state.ia.us
Shea	Mike	ED	281-6278	michael.shea@ed.state.ia.us
Smith	Dianne	Board of Regents	281-6528	diannes@iastate.edu
Stratemeyer	Carol	DGS	281-6134	carol.stratemeyer@dgs.state.ia.us
Tritch	Lorrie	ITD	242-5898	lorrie.tritch@itd.state.ia.us
Varn	Rich	ITD	281-3462	richard.varn@itd.state.ia.us
Weuve	Delon	Auditor's Office	281-7010	delon.weuve@auditor.state.ia.us